SIEMENS

UROSKOP ACCESS

SP

Maintenance Protocol

System

For FLUOROSPOT Compact/Aspia Image System

Customer:	
Address:	
Department:	
Room:	
Contact person:	
Telephone:	
Cust. specific no.:	
Cust. no.:	
Date.:	

The instructions SPL5-330.831.01.04.02 are required for this protocol

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English
Doc. Gen. Date: 04.05

SIEMENS Office:	
Address:	
Region:	
Country:	
Contact person:	
Tel.:	
CSE in charge:	
Tel.:	

Remarks Regarding the Protocol:

The protocol is valid as proof of quality for **one** check that must be performed on the system / component in one year.

The check must be performed in the specified intervals.

The results of the check are entered in this protocol.

The chapter numbers in front of the checkpoints indicate the corresponding chapters in the particular instructions (see cover page).

The protocol must be completely filled out by the Customer Service Engineer, i.e.:

- All boxes must be filled out. If a box does not apply to the system or if no entry needs to be made, check the “n.a.“ box.
- Enter the customer number (Cust. No.:) and the date of the check in the header of each page so that each page can be allocated to a customer and to a check date.
- If there are complaints, the IVKs for the component about which a complaint has been made as well as the type of complaint must be entered in the “Open Points“ table provided for this. Correction of these open points also must be documented in this table with the date and a signature. If there are no open points, check “No“ and document this with the date and a signature.
- If movable components (also test phantoms that are part of the system) that can be used in different systems are used for the check, they must be entered in the “Movable Components“ table provided for this.
- The measurement values for the measurements that must be performed during the check must also be entered in the open spaces / tables provided for them.
- After completing the check, Page 3 of this protocol must be filled out and signed.

Further Processing and Archiving of the Protocol

The protocol is a document and thus must be archived. After completing the test, it must be filed in the corresponding register in the “System Owner Manual“ binder. If needed, a copy can be handed to the customer.

System:	
Serial No.:	
Software Version:	
Number of the Service Contract:	
Type of Maintenance:	

Evaluating the Condition of the System / Component

The system has no deficiencies. The image quality test resulted in no differences from required reference values.	☐
The system / component has slight deficiencies that have no affect on continued operation of the system. However they should be corrected preventively. The image quality test resulted in no differences from required reference values.	☐
The system / component has serious deficiencies. For safety reasons, continued operation of the system is permitted only after successfully correcting the deficiencies.	☐

After completing all work steps, an evaluation was performed.

Signature: _____

Date: Name:

The operator or a person assigned for this has taken note of this evaluation.

(if national regulations require this)

Signature: _____

Date: Name:

Explanation of Abbreviations in the Protocol

Abbrev.	Explanation		Abbrev.	Explanation
SI	Safety Inspection		PMF	Preventive Maintenance, Operating Value Check, Function Check
SIE	Electrical Safety Inspection		Q	System Quality, Image Quality
SIM	Mechanical Safety Inspection		QIQ	Image Quality
PM	Preventive Maintenance		QSQ	System Quality Check
PMP	Periodic Preventive Maintenance		SW	Software Maintenance
PMA	Preventive Maintenance Adjustments		CSE	Customer Service Engineer

Additional activities performed

Only activities that are not described in the instructions for the system / component need to be listed.

	Date:		
Additional activities performed:	OK	not OK	n.a.
	☐	☐	☐
	☐	☐	☐
	☐	☐	☐

Open Points:

Yes: ☐ No: ☐ Signature: _____

Date: Name:

If “Yes“, enter the component with the IVK and the open point (only the number) in the table. After completing maintenance, record this in the table.

IVK	Component	Open Points	Completed	
			Date	**Signature**

Measuring Devices queried electronically:

Yes: ☐ No: ☐ Signature: _____

Date: Name:

If the measurement devices are queried electronically, for example with a Scout Mobile Device, entry of the measuring devices in the table can be skipped.

Measuring Devices	Type	Serial No.	Date Used	Next Calibration Due

Movable Components:

Yes: ☐ No: ☐ Signature: _____

Date: Name:

If “Yes“, enter the movable component with which the check was performed along with the with the Serial No. in the table.

Movable components (also test phantoms that are part of the system) are parts that can be used on different systems).

Component	Serial No.

OK not OK | n.a.

1 Prerequisites and Information

1.1 General information

1.1.1 Important information from the manufacturer

1.1.2 Maintenance intervals

1.1.3 Maintenance information

1.1.4 Required documents

1.1.5 Abbreviations

1.2 Product-specific notes

1.2.1 Explanation of abbreviations in the maintenance certificate

1.2.2 Applicability to UROSKOP Access Version

1.2.3 Technical Safety Checks (STK)

1.2.4 Maximum tightening torque (table) in Nm

1.2.5 Aids

1.2.6 Lubricants

1.2.7 Cleaning

1.2.8 Components concerned

1.2.9 DHHS Regulations

1.2.10 Corrective measures / adjustments

1.2.11 Covers

1.2.12 Starting FLC Service

1.3 Safety Information

1.3.1 General Safety Information

1.3.2 General Safety Information, Electrical

1.3.3 Safety Information, Radiation

1.3.4 Safety Information, Mechanical

1.3.5 Safety Information, Risk of Infection

2 Basic Unit

2.1 Maintenance of the lifting base

PM	Analyzing the error log	☐☐☐
PMP	Checking the basic unit	☐☐☐
SIM	Checking the cables and corrugated hoses	☐☐☐
PMP	Cleaning and greasing the lifting base	☐☐☐
SI	Lifting base - checking the safety distances	☐☐☐

			OK	not OK	n.a.
2.2		**Maintenance of the unit carrier**			
	PMP	Cleaning and greasing the unit carrier	☐	☐	☐
	PMP	Maintenance of the system longitudinal drive	☐	☐	☐
	SI	Tabletop longitudinal - checking the safety distances	☐	☐	☐
	PMP	Patient Table Sealer Ring	☐	☐	☐
	PMP	Tabletop transverse - functional test	☐	☐	☐
	SI	Tabletop	☐	☐	☐
2.3		**Maintenance of the cassette box**			
	SI	Covers on the catapult bucky	☐	☐	☐
	PMP	Cleaning and greasing the cassettes	☐	☐	☐
2.4		**Maintenance of the elbow supports**			
	SI	Checking the elbow supports	☐	☐	☐
2.5		**Maintenance of the TFT support arm**			
	PMP	TFT Support Arm	☐	☐	☐
	SI	TFT Support Arm	☐	☐	☐
	PMP	Monitors	☐	☐	☐
3		**Automatic format, collimation, image quality**			
3.1		**Coincidence of light field / radiation field**			
3.2		**Evaluation**			
	QIQ	Coincidence of light field - radiation field (applies for both image systems)	☐	☐	☐
	QIQ	Coincidence of Radiation Field - Displayed Field Sizes	☐	☐	☐
	QIQ	Coincidence of radiation field center / film center	☐	☐	☐
	QIQ	Checking the fluoroscopic field limitation	☐	☐	☐
3.3		**Image quality**			
	QIQ	Image Quality, ASPIA Image System	☐	☐	☐
	QIQ	Image Quality, FLC Image System	☐	☐	☐
4		**General Work on the Unit**			
4.1		**Checks**			
	SI	Functional test of safety equipment - electrical/mechanical	☐	☐	☐
	PM	Checking the tableside control unit for proper functioning and damage	☐	☐	☐
	PM	Checking the fluoro and exposure footswitch for proper functioning and damage.	☐	☐	☐
	PM	Checking the system footswitch for proper functioning and damage.	☐	☐	☐
	PM	Checking the collimator control elements	☐	☐	☐
	SI	Warning labels	☐	☐	☐

OK | not OK | n.a.

5 Maintenance of the FLUOROSPOT Compact

		OK	not OK	n.a.
PM	Cleaning the Image System Container	☐	☐	☐
QIQ	Checking the Iris Setting	☐	☐	☐
QIQ	Checking the Image System using the Dynamic Test	☐	☐	☐
QIQ	Checking the Monitor Settings	☐	☐	☐

6 Final work steps

6.1 Ground wire test

		OK	not OK	n.a.
SI	Checking the ground wire	☐	☐	☐

6.2 System Leakage Current Measurement

7 Changes to Previous Version